

Downtown Presbyterian Church Treasurers Report

Date: February 17, 2021
 To: Downtown Presbyterian Church Session
 From: Rachel Hayes, DPC treasurer
 RE: **Financial Report for 202101**



Monthly Summary:

A payment for \$86,000 was made for bathroom renovations and \$86,000 was transferred from the endowment to the church for this expense. January contribution revenue of \$7,060 was substantially lower than the budgeted amount of \$16,500.

A sustainable annual draw from the endowment for operations would be approximately \$150,000. The budgeted draw for operations in 2021 is \$296,000. In 2020, 70% of the budgeted endowment draw was taken. If 70% of budgeted amount is taken in 2021, DPC's budget will be unsustainable by approximately \$55,000. This is a rough estimate of the size of our budget hole. It is approximately equal to annual giving by 12 pledging units.

Revenue		Expense	
Contributions	\$ 7,060.00	Personnel	\$ 23,756.34
Other Revenue	\$ 550.50	Recurring Building	\$ 7,800.94
		Other Operating expense	\$ 3,142.72
		Capital Projects	\$ 87,524.33
Total Income	\$ 7,610.50	Total Expense	\$ 122,224.33
		Operating Balance	\$ (114,613.83)
		Excluding Capital Expense:	\$ (27,089.50)
Endowment Income			
Endowment Operations	\$ -		
Endowment capital:	\$ -		

> Purchase of parking stickers in the month:	\$ -		
> Utility expenses for the month totaled	\$ 6,231.73		
> The follow committees had expenses this m			
	Building	\$ 95,325.27	
	Education	0	
	Hospitality	0	
	Outreach	42.92	
	Worship & Arts	803.59	

Downtown Presbyterian Church
std Statement of Activities

Date Range: Jan 1st 2021 - Jan 31st 2021 | Filtered by: Core Account

Fund: General Fund

Accounts	Actual		Budget		Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021				
Revenues								
Contributions								
001-410100 Pledged Offering	4,760.00	16,500.00	4,760.00	16,500.00	4,760.00	16,500.00	198,000.00	2.40 %
001-410200 Non-Pledged Offering	2,300.00	416.67	2,300.00	416.67	2,300.00	416.67	5,000.00	46.00 %
001-410300 Plate Offering (Cash & Coin)	0.00	125.00	0.00	125.00	0.00	125.00	1,500.00	0.00 %
001-410400 Memorials	0.00	41.67	0.00	41.67	0.00	41.67	500.00	0.00 %
Total Contributions	7,060.00	17,083.33	7,060.00	17,083.33	7,060.00	17,083.33	205,000.00	3.44 %
Other Revenue								
001-420100 Artist Utility	0.00	56.25	0.00	56.25	0.00	56.25	675.00	0.00 %
001-420150 Homeless Food Ministry	125.00	1,250.00	125.00	1,250.00	125.00	1,250.00	15,000.00	0.83 %
001-420200 Use of Building	400.00	833.33	400.00	833.33	400.00	833.33	10,000.00	4.00 %
001-420550 Waffle Shop	5.00	333.33	5.00	333.33	5.00	333.33	4,000.00	0.13 %
001-420800 Fundraising	20.00	0.00	20.00	0.00	20.00	0.00	0.00	0.00 %
001-420990 Miscellaneous Grants/Income	0.50	0.00	0.50	0.00	0.50	0.00	0.00	0.00 %
Total Other Revenue	550.50	2,472.92	550.50	2,472.92	550.50	2,472.92	29,675.00	1.86 %
Endowment								
001-430100 Endowment Draw - Operating/Gen Fund	0.00	24,666.67	0.00	24,666.67	0.00	24,666.67	296,000.00	0.00 %
001-430200 Endowment Draw - Bldg/Capitol Fund	0.00	18,791.67	0.00	18,791.67	0.00	18,791.67	225,500.00	0.00 %
001-430300 Marguerette Thomas Trust	0.00	240.58	0.00	240.58	0.00	240.58	2,887.00	0.00 %
Total Endowment	0.00	43,698.92	0.00	43,698.92	0.00	43,698.92	524,387.00	0.00 %
Total Revenues	\$ 7,610.50	\$ 63,255.17	\$ 7,610.50	\$ 63,255.17	\$ 7,610.50	\$ 63,255.17	\$ 759,062.00	1.00 %
Expenses								
001-570180 Congregational Care								
Personnel								
Pastor								
001-510100 Pastor Salary	2,245.84	7,228.17	2,245.84	7,228.17	2,245.84	7,228.17	86,738.00	2.59 %
001-510105 Pastor Housing	2,666.66	666.67	2,666.66	666.67	2,666.66	666.67	8,000.00	33.33 %
001-510110 Pastor Social Security/Medicare	375.84	94.00	375.84	94.00	375.84	94.00	1,128.00	33.32 %
001-510120 Pastor Pension/Medical Insurance	1,713.29	615.83	1,713.29	615.83	1,713.29	615.83	7,390.00	23.18 %
001-510180 Pastor Book Allowance	128.82	0.00	128.82	0.00	128.82	0.00	0.00	0.00 %

Accounts	Actual		Budget		Annual Budget % Used (This Year)
	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021	Actual (This Year to Date)	Budget (This Year to Date)	
Total Pastor	7,130.45	8,604.67	7,130.45	8,604.67	6.91 %
Office Manager					
001-510300 Office Manager Salary	3,403.26	3,403.28	3,403.26	3,403.28	8.33 %
001-510310 Office Mgr Social Security/Medicare	260.30	260.35	260.30	260.35	8.33 %
001-510320 Office Manager Pension/Medical Ins.	740.12	758.12	740.12	758.12	8.14 %
001-510325 Office Manager Retirement Contrib.	171.40	171.45	171.40	171.45	8.33 %
Total Office Manager	4,575.08	4,593.21	4,575.08	4,593.21	8.30 %
Property Manager					
001-510400 Property Manager Salary	3,878.84	3,878.83	3,878.84	3,878.83	8.33 %
001-510410 Property Mgr Soc. Sec./Medicare	296.76	296.73	296.76	296.73	8.33 %
001-510420 Property Manager Pension/Med. Ins.	2,225.58	2,396.84	2,225.58	2,396.84	7.74 %
Total Property Manager	6,401.18	6,572.40	6,401.18	6,572.40	8.12 %
Education Director					
001-510500 Education Director Wages	1,490.34	1,490.30	1,490.34	1,490.30	8.33 %
001-510510 Education Dir. Soc. Sec./Medicare	114.00	114.01	114.00	114.01	8.33 %
001-510520 Education Director Pension/Med. Ins	858.00	882.63	858.00	882.63	8.10 %
Total Education Director	2,462.34	2,486.94	2,462.34	2,486.94	8.25 %
Music Director					
001-510600 Music Director Wages	2,185.92	2,352.56	2,185.92	2,352.56	7.74 %
001-510610 Music Dir. Social Security/Medicare	167.22	167.22	167.22	167.22	8.33 %
001-510630 Music Director Continuing Education	100.00	50.00	100.00	50.00	16.67 %
Total Music Director	2,453.14	2,569.78	2,453.14	2,569.78	7.96 %
Musicians					
001-510800 Musicians	320.00	666.67	320.00	666.67	4.00 %
Total Musicians	320.00	666.67	320.00	666.67	4.00 %
Nursery Workers					
001-510900 Nursery Workers' Wages	0.00	83.33	0.00	83.33	0.00 %
Total Nursery Workers	0.00	83.33	0.00	83.33	0.00 %
Other Personnel Expense					
001-510950 Payroll Accounting Expenses	414.15	266.67	414.15	266.67	12.94 %
001-510960 Workers Comp Insurance	0.00	166.67	0.00	166.67	0.00 %
001-510980 Temporary Help/Event Services	0.00	41.67	0.00	41.67	0.00 %
001-510985 Training	0.00	41.67	0.00	41.67	0.00 %
Total Other Personnel Expense	414.15	516.67	414.15	516.67	6.68 %
Total Personnel	23,756.34	26,093.66	23,756.34	26,093.66	7.59 %
Building & Maintenance					

Accounts	Actual		Budget		Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021	Jan 01, 2021 - Jan 31, 2021				
Utilities & Insurance								
001-520100 Natural Gas	3,501.53	1,083.33	3,501.53	1,083.33	13,000.00	26.93 %		
001-520110 Electricity	1,898.40	2,333.33	1,898.40	2,333.33	28,000.00	6.78 %		
001-520120 Water	318.32	241.67	318.32	241.67	2,900.00	10.98 %		
001-520130 Waste Disposal	149.33	150.00	149.33	150.00	1,800.00	8.30 %		
001-520140 Telephone Service	137.65	166.67	137.65	166.67	2,000.00	6.88 %		
001-520150 Internet	53.50	100.00	53.50	100.00	1,200.00	4.46 %		
001-520160 Alarm	85.00	133.33	85.00	133.33	1,600.00	5.31 %		
001-520170 Pest Control Service	88.00	70.83	88.00	70.83	850.00	10.35 %		
001-520185 Building Insurance	0.00	2,666.67	0.00	2,666.67	32,000.00	0.00 %		
Total Utilities & Insurance	6,231.73	6,945.83	6,231.73	6,945.83	83,350.00	7.48 %		
Maintenance & Grounds								
001-520200 Building Maintenance & Repairs	1,569.21	2,500.00	1,569.21	2,500.00	30,000.00	5.23 %		
001-520210 Cleaning Service	0.00	333.33	0.00	333.33	4,000.00	0.00 %		
001-520220 Capital Projects	87,524.33	21,083.33	87,524.33	21,083.33	253,000.00	34.59 %		
Total Maintenance & Grounds	89,093.54	23,916.67	89,093.54	23,916.67	287,000.00	31.04 %		
Total Building & Maintenance	95,325.27	30,862.50	95,325.27	30,862.50	370,350.00	25.74 %		
Other Expenses								
Outreach								
001-530105 Foreign Missions	0.00	240.58	0.00	240.58	2,887.00	0.00 %		
001-530120 Local Benevolences	0.00	1,166.67	0.00	1,166.67	14,000.00	0.00 %		
001-530130 Community Assistant Fund	0.00	333.33	0.00	333.33	4,000.00	0.00 %		
001-530140 Waffle Shop	0.00	166.67	0.00	166.67	2,000.00	0.00 %		
001-530150 Homeless Ministry - Food	42.92	833.33	42.92	833.33	10,000.00	0.43 %		
001-530200 Fundraising	0.00	125.00	0.00	125.00	1,500.00	0.00 %		
Total Outreach	42.92	2,865.58	42.92	2,865.58	34,387.00	0.12 %		
Administration								
001-540100 Office Equipment	1,250.42	333.33	1,250.42	333.33	4,000.00	31.26 %		
001-540110 Office Equipment Maintenance	0.00	41.67	0.00	41.67	500.00	0.00 %		
001-540120 Software/Programs	266.56	191.67	266.56	191.67	2,300.00	11.59 %		
001-540140 Office Supplies	236.72	41.67	236.72	41.67	500.00	47.34 %		
001-540150 Postage	24.75	20.83	24.75	20.83	250.00	9.90 %		
001-540160 Cell Phone	0.00	58.33	0.00	58.33	700.00	0.00 %		
001-540175 Parking	0.00	208.33	0.00	208.33	2,500.00	0.00 %		
001-540180 Fees	391.12	83.33	391.12	83.33	1,000.00	39.11 %		
001-540185 Central Treasurer-PCUSA	0.00	412.50	0.00	412.50	4,950.00	0.00 %		
001-540190 Miscellaneous Administration	0.00	16.67	0.00	16.67	200.00	0.00 %		

Accounts	Actual Jan 01, 2021 - Jan 31, 2021	Budget Jan 01, 2021 - Jan 31, 2021	Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
Total Administration	2,169.57	1,408.33	2,169.57	1,408.33	16,900.00	12.84 %
Worship & Arts						
001-550100 Pulpit Supply	800.00	166.67	800.00	166.67	2,000.00	40.00 %
001-550110 Worship Aids	3.59	20.83	3.59	20.83	250.00	1.44 %
001-550115 Worship Arts Supplies	0.00	16.67	0.00	16.67	200.00	0.00 %
001-550120 Music Supplies	0.00	41.67	0.00	41.67	500.00	0.00 %
001-550130 Organ & Piano Maintenance	0.00	208.33	0.00	208.33	2,500.00	0.00 %
001-550140 Organ Supply	0.00	62.50	0.00	62.50	750.00	0.00 %
001-550150 Youth Choir	0.00	62.50	0.00	62.50	750.00	0.00 %
001-550190 Miscellaneous Worship & Arts	0.00	870.83	0.00	870.83	10,450.00	0.00 %
001-550200 Flowers	0.00	41.67	0.00	41.67	500.00	0.00 %
Total Worship & Arts	803.59	1,491.67	803.59	1,491.67	17,900.00	4.49 %
Education						
001-560100 Youth Ministries	0.00	50.00	0.00	50.00	600.00	0.00 %
001-560110 Jean Prueher Fund	0.00	58.33	0.00	58.33	700.00	0.00 %
001-560120 Children's Art Supplies	0.00	16.67	0.00	16.67	200.00	0.00 %
001-560130 Guest Speakers	0.00	8.33	0.00	8.33	100.00	0.00 %
001-560140 Educational Materials	0.00	141.67	0.00	141.67	1,700.00	0.00 %
001-560190 Miscellaneous Education	0.00	16.67	0.00	16.67	200.00	0.00 %
Total Education	0.00	291.67	0.00	291.67	3,500.00	0.00 %
Hospitality (CL/W&MD)						
001-570110 Receptions	0.00	25.00	0.00	25.00	300.00	0.00 %
001-570120 Congregational Meals	0.00	54.17	0.00	54.17	650.00	0.00 %
001-570130 Bereavement/Funerals	0.00	41.67	0.00	41.67	500.00	0.00 %
001-570150 Advertising/Brochures/Public Rel.	0.00	70.83	0.00	70.83	850.00	0.00 %
001-570160 New Member Assimilation	0.00	20.83	0.00	20.83	250.00	0.00 %
001-570190 Miscellaneous Hospitality (CL/W&MD)	0.00	37.50	0.00	37.50	450.00	0.00 %
Total Hospitality (CL/W&MD)	0.00	250.00	0.00	250.00	3,000.00	0.00 %
Session Expenses						
001-590100 Session Development/Retreat	126.64	41.67	126.64	41.67	500.00	25.33 %
001-590190 Miscellaneous Session	0.00	12.50	0.00	12.50	150.00	0.00 %
Total Session Expenses	126.64	54.17	126.64	54.17	650.00	19.48 %
Total Other Expenses	3,142.72	6,361.42	3,142.72	6,361.42	76,337.00	4.12 %
Total Expenses	\$ 122,224.33	\$ 63,400.91	\$ 122,224.33	\$ 63,400.91	\$ 760,810.88	16.07 %
Net Total	(\$ 114,613.83)	(\$ 145.74)	(\$ 114,613.83)	(\$ 145.74)	(\$ 1,748.88)	6,553.56 %